

**DEPARTMENT OF TRANSPORTATION**

STATE AND LOCAL PROJECT DEVELOPMENT PROGRAM

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July 1, 1996

Caltrans Employees, Representatives of California Local Government and the Private Sector:

Attached is the new *Local Assistance Program Guidelines*. This is the first of a set of three new local assistance manuals that will replace the current Local Programs Manuals (Volumes I, II & III).

With enactment of the 1991 Federal "Intermodal Surface Transportation Efficiency Act" (ISTEA) and 1990 voter approval of California State Constitutional Amendment 1 (also known as Proposition 111), new programs and increased funding levels are available for local transportation projects. This new manual is a collection of the various guidelines and instructions that have been published for these new programs.

The manual provides a detailed description of the various Federal and State programs available for financing local public transportation projects. The topics discussed under each program include, but are not limited to: project eligibility requirements, project selection process, funding levels, key decision makers, special processing requirements, critical implementation dates, and relevant references.

The other two local assistance manuals will be published in the upcoming months. The new *Local Assistance Procedures Manual* will describe the reengineered processing procedures that local agencies must follow to successfully implement Federal and/or State funded local transportation projects. The *Local Assistance Environmental Manual* will describe the environmental documents, special studies, and the latest processing procedures necessary to comply with the National Environmental Policy Act and other related Federal environmental requirements. Until these manuals are published, you should continue to use current Local Programs Manuals (Volumes I, II & III), as modified by Local Program Procedures Memorandum (LPP) LPP 95-07 and other applicable LPPs.

All active LPPs are currently on the Internet. They can be accessed from Caltrans' home page at "<http://www.dot.ca.gov>". This manual will also be available on the Internet from this address.

If you have questions or wish to suggest changes to future editions of these manuals, please call your Caltrans District Local Assistance Engineer.

Sincerely,

/s/ D. H. Benjamin  
D. H. BENJAMIN  
Program Manager  
State & Local Project Development Program